

STATE OF NEW JERSEY  
DEPARTMENT OF THE TREASURY  
DIVISION OF PENSIONS AND BENEFITS

**CHAPTER 198, P.L. 1989 & CHAPTER 368, P. L. 2005  
EMPLOYER VERIFICATION OF LEAVE OF ABSENCE  
FOR UNION REPRESENTATION**

Chapter 198, P. L. 1989, and Chapter 368, P.L. 2005, permit members of the Teachers' Pension and Annuity Fund (TPAF) and the Public Employees' Retirement System (PERS) who are on an approved leave of absence as an elected or appointed officer or representative of a local, county, or State labor organization which represents public employees, to purchase service credit for such service.

In order to properly allow the purchase of the Union Leave, the Division of Pensions and Benefits must verify the employee is on an approved leave of absence. Please provide the information requested below and return it to:

New Jersey Division of Pensions and Benefits  
Purchase Section  
Employer Verification — Chapters 198 & 368  
PO Box 295  
Trenton, New Jersey 08625-0295

**SUBSEQUENT TO THE INITIAL LEAVE VERIFICATION, THIS FORM MUST BE FILED ANNUALLY IN JANUARY FOR EACH EMPLOYEE ON LEAVE FOR UNION REPRESENTATION.**

Employee Name: \_\_\_\_\_  
LAST FIRST MI

Title: \_\_\_\_\_

Leave of Absence Began: \_\_\_\_\_  
MM / DD / YYYY

Still on Leave of Absence: ☐ Yes ☐ No

Annual Salary: \$ \_\_\_\_\_ Effective Date: \_\_\_\_\_  
(Which would have been earned if on active payroll) MM / DD / YYYY

Tentative Date Leave Expires: \_\_\_\_\_  
MM / DD / YYYY

Employer Name: \_\_\_\_\_

TPAF or PERS Location #: \_\_\_\_\_

\_\_\_\_\_  
EMPLOYER CERTIFYING OFFICER SIGNATURE

\_\_\_\_\_  
DATE

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